

## Schedule for All Processes Link

- Auto fill feature
- Saves time
- Supply applicable processes with scheduling and quarterly percentage information
- Supply applicable processes with hazardous air pollutant record that you can choose to use or not use

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### Disclaimer

Information shown on screens for this tutorial was taken from test data developed for the air emission reporting program. Device, process, and other information from existing facilities were used for illustrative purposes only. Existing facility data was used to show typical usage of screens in the program. None of the information presented in the following screens should be viewed as accurate information.

## Schedule for all Processes Link

The “Schedule for all Processes” is an auto fill feature that will save you time. This feature will allow you to auto fill hours per day, days per week, and days per year information. You can also auto fill the quarterly schedule percentage for each process. Finally, you can place a record for a hazardous air pollutant in each process possibly emitting a pollutant.

FACILITY OVERVIEW - Microsoft Internet Explorer provided by Wisconsin DNR

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Address: [https://ua.dnr.wisconsin.gov/crs/crsexternal/AI\\_FacilityOverview.aspx](https://ua.dnr.wisconsin.gov/crs/crsexternal/AI_FacilityOverview.aspx) Go Links

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### Air Emissions Reporting

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Facility - 609043270 : CENEX HARVEST STATES COOPERATIVE

DNR Contact : THOMAS PONTY, (715) 839-3827

DEVICE List: (18)

Select	ID	Code	Name	Done	Deleted?
<input checked="" type="radio"/>	C03	CONTROL	VAPOR COMBUSTION UNIT		
<input type="radio"/>	P35	LOADING STATION	LOAD GASOLINE		
<input type="radio"/>	P36	LOADING STATION	LOAD FUEL OIL		
<input type="radio"/>	S16	STACK	STACK ON THE VAPOR COMBUSTION UNIT		
<input type="radio"/>	T01	TANK,INT FLT	INTERNAL FLOATER		
<input type="radio"/>	T02	TANK,VAR VAP SP	LIFTER ROOF		
<input type="radio"/>	T03	TANK,VERT FXD	FIXED ROOF (CONE)		
<input type="radio"/>	T04	TANK,INT FLT	INTERNAL FLOATER		

[Edit Device](#) [Insert Device](#) [Delete Device](#)

PROCESS List for Device C03: (1)

Select	ID	Code	Name	Done	Deleted?
<input checked="" type="radio"/>	01	CONTROLLING			

[Edit Process](#) [Insert Process](#) [Delete Process](#) [Schedule for all Processes](#)

Incoming:

[P36-00 \(100%\)](#)  
[P35-00 \(100%\)](#)

How Do I ...

Edit a Device  
Delete a Device

Outgoing:

[FUG \(100%\)](#)

Stewart, Andrew M - DNR  
Three needs in two areas doc  
For use at the 8:30 meeting. I will bring copies.

Local intranet

You will find this auto fill feature in the device/process area in the program. Click on the update/process link on the left side navigation area.

GLOBAL UPDATES - Microsoft Internet Explorer provided by Wisconsin DNR

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Address: https://ua.dnr.wisconsin.gov/crs/crsexternal/AI\_GlobalUpdates.aspx

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**Facility - 609043270 : CENEX HARVEST STATES COOPERATIVE**  
**DNR Contact : THOMAS PONTY, (715) 839-3827**

Scheduling:

	Value	Unit	Comment
Hours/Day	24	HR/DAY	
Days/Week	7	DAY/WK	
Days/Year	366	DAY/YR	

1st Quarter 25 %  
2nd Quarter 25 %  
3rd Quarter 25 %  
4th Quarter 25 %


[Cancel](#) [Apply Schedule to Device List](#)

Calculated Emissions:

[Insert](#) [Delete](#) [Apply HAP to Device List](#)

[Back to Process Information](#)

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Done Local intranet

The top part of the screen allows you to enter the same schedule information for all devices and processes requiring this information. The bottom part of the screen allows you to pollutants for all processes in the facility. The auto fill feature does not allow you to pick and choose from all of the processes at the facility in which you want the data entered. It will save you time because you will not need to enter the same scheduling information for all processes. You will also not need to insert the same pollutant for each process.

Enter information in the Scheduling and quarterly schedule area. You may overwrite information that exists in that area. Make sure the quarterly schedule information adds up to 100%. The quarterly schedule information applies to a calendar quarter (1<sup>st</sup> quarter-January through March; 2<sup>nd</sup> quarter-April through June; 3<sup>rd</sup> quarter-July through September; 4<sup>th</sup> quarter-October through December). Clicking on the “Update Applicable Processes” button auto fills all of the information for the schedule and quarterly percentage.

The auto fill feature also is useful for hazardous air pollutant information. You can add as many hazardous air pollutants as you wish to the list and the auto fill feature will place a zero record for these pollutants at each applicable process.

You can auto fill the day information, quarterly schedule information, and pollutant information. But you are not required to enter information into all three areas. So you can choose to auto fill the day information and not auto fill the quarterly schedule and pollutant information.

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Address [https://ua.dnr.wisconsin.gov/crs/crsexternal/AI\\_GlobalUpdates.aspx?lastname=Patterson](https://ua.dnr.wisconsin.gov/crs/crsexternal/AI_GlobalUpdates.aspx?lastname=Patterson) Go Links >>

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## Air Emissions Reporting

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Facility - 609043270 : CENEX HARVEST STATES COOPERATIVE

DNR Contact : THOMAS PONTY, (715) 839-3827

### Scheduling:

	Value	Unit	Comment
Hours/Day	24	HR/DAY	
Days/Week	7	DAY/WK	
Days/Year	170	DAY/YR	

1st Quarter 10 %

2nd Quarter 25 %

3rd Quarter 25 %

4th Quarter 40 %

### Calculated Emissions:

Pollutant	Unit
<input type="radio"/> Methyl hydrazine	POUNDS

Done Local intranet

Clicking on the 'Apply Schedule to Device List' button will result in a success screen. Note that once you click the 'Apply Schedule to Device List' button you cannot undo the auto fill feature. The program will also only allow you to auto fill this information once. After the auto fill function is used all of the buttons are disabled.



Clicking on the 'Apply HAP to Device List' button after a pollutant is inserted will result in a success screen. As with the 'Apply Schedule to Device List' button, once the button is used the data is auto filled and can not be undone. The program will not allow you to use this auto fill feature more than once.



The program allows you to auto fill information for schedules and HAPs only once so that data you enter for a specific process is not over written later.

You can see the results of the auto fill in the next screen. Note that the auto fill feature clicks on the red check mark in the Process links area located in the navigation area. Even though the auto fill featured filled in this information, you can overwrite the information for the specific process and save that information by clicking on the 'Save' button.

Process Schedule - Microsoft Internet Explorer provided by Wisconsin DNR

Address: [https://ua.dnr.wisconsin.gov/crs/crsexternal/AI\\_ProcessSchedule.aspx](https://ua.dnr.wisconsin.gov/crs/crsexternal/AI_ProcessSchedule.aspx)

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Update Device/Process

Completeness Check

Submit Data

Summary Report

Facility - 609043270 : CENEX HARVEST STATES COOPERATIVE

DNR Contact : THOMAS PONTY, (715) 839-3827

**Schedule Information for P35-00**

	Value	Unit	Comment
Hours/Day	24	HR/DAY	
Days/Week	7	DAY/WK	
Days/Year	170	DAY/YR	

1st Quarter 10 %

2nd Quarter 25 %

3rd Quarter 25 %

4th Quarter 40 %

**Process Links** **Done?**

General Info +	<input checked="" type="checkbox"/>
Streams	<input checked="" type="checkbox"/>
Schedule	<input checked="" type="checkbox"/>
Throughput	<input checked="" type="checkbox"/>
Emission Factors	<input checked="" type="checkbox"/>
Calculated Emissions	<input checked="" type="checkbox"/>

Click link to go to page

[Global Schedule Updating](#)

[Save](#) [Cancel](#)

[Back to Device List](#)

Done Local intranet

If you auto fill a HAP emission, the information will be presented in the calculated emission screen for the process.

Process Calculated Emissions - Microsoft Internet Explorer provided by Wisconsin DNR

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Facility - 113008500 : CHS, Inc.  
DNR Contact : SHIW SINGH, (608) 743-4844

**Calculated Emissions for P34-00**

Select	Pollutant	Value	Unit	Comment
<input type="radio"/>	METH HYDRAZI	0	LB	

[Insert Calculated Emission](#) [Save](#) [Cancel](#) [Delete](#)

[Back to Device List](#)

Process Links	Done?
<a href="#">General Info + Streams</a>	<input type="checkbox"/>
<a href="#">Schedule</a>	<input type="checkbox"/>
<a href="#">Throughput</a>	<input type="checkbox"/>
<a href="#">Emission Factors</a>	<input type="checkbox"/>
<a href="#">Calculated Emissions</a>	<input type="checkbox"/>

Click link to go to page

Done Local intranet



If this pollutant is not applicable to the process, you can delete the record by clicking on the select radio button and choosing a pollutant. Clicking on the select radio button activates the 'Delete' button. Clicking on the 'Delete' button removes the pollutant record.

Process Calculated Emissions - Microsoft Internet Explorer provided by Wisconsin DNR

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Completeness Check  
Submit Data  
Summary Report

Facility - 113008500 : CHS, Inc.  
DNR Contact : SHIW SINGH, (608) 743-4844

**Calculated Emissions for P34-00**

Pollutant	Value	Unit	Comment
<input type="text"/>	<input type="text"/>	TON	<input type="text"/>

[Save](#)

If there are no Calculated Emissions to report click the button (Mark Complete) otherwise fill in the information and click save.

[Mark Complete](#)

Delete successful

[Back to Device List](#)

Process Links	Done?
<a href="#">General Info +</a>	<input type="checkbox"/>
<a href="#">Streams</a>	<input type="checkbox"/>
<a href="#">Schedule</a>	<input type="checkbox"/>
<a href="#">Throughput</a>	<input type="checkbox"/>
<a href="#">Emission Factors</a>	<input type="checkbox"/>
<a href="#">Calculated Emissions</a>	<input type="checkbox"/>

Click link to go to page

Done Local intranet